



**U.S. Department of Housing and Urban Development**

**Pennsylvania State Office  
The Wanamaker Building  
100 Penn Square East  
Philadelphia, Pennsylvania 19107-3380**

**OFFICE OF THE CHIEF PROCUREMENT OFFICER  
Philadelphia Operations Branch**

March 20, 2001

Dear Prospective Bidder:

Enclosed you will find amendment 0001 for solicitation B-PHI-00489. This amendment incorporates a SCA wage determination and list previous pricing for this service. The bid opening date and time remains the same.

If you have any questions, please contact Donna Crowley at 215-656-0674, extension 3299.

Sincerely,

Maureen Musilli  
Contracting Officer

Enclosure

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE		PAGE 1 OF		
2. AMENDMENT/MODIFICATION NO. 0001		3. EFFECTIVE DATE 3-20-01		4. REQUISITION/PURCHASE REQUEST NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY CODE U.S. Dept. of HUD, Office of Chief Procurement Officer, Philadelphia Contracting Officer, 100 Penn Sq. East, Phila., PA 19107		Crowley		7. ADMINISTERED BY (If other than Item 6) Same as #6		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and ZIP Code)				(√) X		9A. AMENDMENT OF SOLICITATION NO. B-PHI-00489	
						9B. DATED (SEE ITEM 11) 3-12-01	
						10A. MODIFICATION OF CONTRACT/ORDER NO.	
						10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE					
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
The numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers is extended <input checked="" type="checkbox"/> X Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>3</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or, (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If, by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
<b>12. ACCOUNTING AND APPROPRIATION DATA (If required)</b>							
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>							
(√)		A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A					
		B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) AS SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF					
		C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
		D. OTHER (Specify type of modification and authority)					
<b>IMPORTANT:</b> Contractor is not <input checked="" type="checkbox"/> X is required to sign this document and return							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
This IFB is amended to include the attached Department of Labor wage determination.  Below you will find the current pricing for these services:  Log closing packages                      \$ .67 ea. Enter lender selection roster application info.      \$1.00 ea. Screening of logged appraisal cases                      no charge Enter Tech review                      \$ .55 ea. Enter MCC & info. per case # on MCC                      \$ .56 ea. Enter field review of appraisal                      \$1.10 ea. Input of data for escrow clearance                      \$1.24 ea.  No other changes are made at this time. The bid opening date and time remains the same.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Maureen Musilli, Contracting Officer			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		DATE SIGNED	
_____ (Signature of person authorized to sign)				BY _____ (Signature of Contracting Officer)			

REGISTER OF WAGE DETERMINATIONS UNDER  
THE SERVICE CONTRACT ACT

U.S. DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR DIVISION

By direction of the Secretary of Labor

WASHINGTON D C 20210

Wage Determination No.: 1994-2449

William W. Gross            Division of  
Director                    Wage Determinations

Revision No.: 12

Date of Last Revision: 09/18/2000

States: New Jersey, Pennsylvania

Area: New Jersey Counties of Burlington, Camden, Gloucester  
Pennsylvania Counties of Bucks, Chester, Delaware, Lehigh, Montgomery,  
Northampton, Philadelphia

' ' Fringe Benefits Required Follow the Occupational Listing ' '

**OCCUPATION TITLE**

**MINIMUM WAGE RATE**

**Administrative Support and Clerical Occupations**

Accounting Clerk I	9.38
Accounting Clerk II	11.29
Accounting Clerk III	12.95
Accounting Clerk IV	16 35
Court Reporter	12.88
Dispatcher, Motor Vehicle	13.29
Document Preparation Clerk	11.29
Duplicating Machine Operator	11 34
Film/Tape Librarian	11.75
General Clerk I	8.24
General Clerk II	10.25
General Clerk III	11.56
General Clerk IV	13.93
Housing Referral Assistant	
Key Entry Operator I	9.60
Key Entry Operator II	11.91
Messenger (Courier)	8 24
Order Clerk I	
Order Clerk II	12.92
Personnel Assistant (Employment) I	11.23
Personnel Assistant (Employment) II	12.69
Personnel Assistant (Employment) III	14.42
Personnel Assistant (Employment) IV	15 60
Production Control Clerk	15.31
Rental Clerk	11.75
Scheduler, Maintenance	11.75
Secretary I	11.75
Secretary II	12.88
Secretary III	15.31
Secretary IV	17.54
Secretary V	19 80
Service Order Discatcher	11.75

Stenographer I	13.17
Stenographer II	14.51
Supply Technician	17.54
Survey Worker (Interviewer)	12 88

Switchboard Operator-Receptionist	10 83
Test Examiner	12.88
Test Proctor	12.88
Travel Clerk I	9.20
Travel Clerk II	9.68
Travel Clerk III	10 34
Word Processor I	11.48
Word Processor II	13.01
Word Processor III	14.56

**Automatic Data Processing Occupations**

Computer Data Librarian	10.59
Computer Operator I	10.59
Computer Operator II	12 65
Computer Operator III	16.70
Computer Operator IV	19.44
Computer Operator V	21.52
Computer Programmer I (1)	15.69
Computer Programmer II (1)	17.79
Computer Programmer III (1)	21.87
Computer Programmer IV (1)	25.31
Computer Systems Analyst I (1)	21.90
Computer Systems Analyst II (1)	26.34
Computer Systems Analyst III (1)	27.62
Peripheral Equipment Operator	10.59

**Automotive Service Occupations**

Automotive Body Repairer, Fiberglass	17.83
Automotive Glass Installer	16.61
Automotive Worker	16.61
Electrician, Automotive	17.24
Mobile Equipment Servicer	15.41
Motor Equipment Metal Mechanic	17.83
Motor Equipment Metal Worker	16.61
MotorVehicle Mechanic	17.32
MotorVehicle Mechanic Helper	14.63
Motor Vehicle Upholstery Worker	15.99
Motor Vehicle Wrecker	16.61
Painter, Automotive	17.24
Radiator Repair Specialist	16.61
Tire Repairer	14.89
Transmission Repair Specialist	17.83

**Food Preparation and Service Occupations**

Baker	11.84
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Cook 1	11.01
Cook 11	11.84
Dishwasher	9.24
Food Service Worker	9.24
Meat Cutter	11.84
Waiter/Waitress	9.70

**Furniture Maintenance and Repair Occupations**

Electrostatic Spray Painter	17.64
Furniture Handler	13.60
Furniture Refinisher	17.65
Furniture Refinisher Helper	14.99
Furniture Repairer, Minor	16.31
Upholsterer	17.65

**General Services and Support Occupations**

Cleaner, Vehicles	9.24
Elevator Operator	9.24
Gardener	10.98
House Keeping Aid I	8.77
House Keeping Aid II	9.24
Janitor	9.24
Laborer, Grounds Maintenance	9.69
Maid or Houseman	8.77
Pest Controller	12.95
Refuse Collector	9.24
TractorOperator	10.53
Window Cleaner	9.50

**Health Occupations**

Dental Assistant	11.22
Emergency Medical Technician (EMT)/ParamedicAmbulance Driver	11.22
Licensed Practical Nurse I	8.93
Licensed Practical Nurse II	10.03
Licensed Practical Nurse III	11.22
Medical Assistant	10.03
Medical Laboratory Technician	10.03
Medical Record Clerk	10.03
Medical Record Technician	13.89
Nursing Assistant I	7.28
Nursing Assistant II	8.19
Nursing Assistant III	8.93
Nursing Assistant IV	10.03
Pharmacy Technician	12.50
Phlebotomist	10.03
Registered Nurse I	13.89
Registered Nurse II	19.49
Registered Nurse II, Specialist	20.55
Registered Nurse III	24.51

Registered Nurse III, Anesthetist	24.51
Registered Nurse IV	29.38

**Information and Arts Occupations**

Audiovisual Librarian	19.79
Exhibits Specialist I	16.50
Exhibits Specialist II	23.77
Exhibits Specialist III	29.05
Illustrator I	16.50
Illustrator II	23.77
Illustrator III	29.05
Librarian	19.80
Library Technician	12.88
Photographer I	15.12
Photographer II	16.50
Photographer III	23.77
Photographer IV	29.07
Photographer V	36.35

**Laundry, Dry Cleaning, Pressing and Related Occupations**

Assembler	6 97
Counter Attendant	6.97
Dry Cleaner	9.08
Finisher, Flatwork, Machine	6.97
Presser, Hand	6 97
Presser, Machine, Drycleaning	6.97
Presser, Machine, Shirts	6 97
Presser, Machine, Wearing Apparel, Laundry	6.97
Sewing Machine Operator	9 77
Tailor	10.48
Washer, Machine	7.59

**Machine Tool Operation and Repair Occupations**

Machine-Tool Operator (Toolroom)	17.37
Tool and Die Maker	20.80

**Material Handling and Packing Occupations**

Forklift Operator	12.95
Fuel Distribution System Operator	15.41
Material Coordinator	15.80
Material Expediter	15.80
Material Handling Laborer	13 92
Order Filler	13.22
Production Line Worker (Food Processing)	14.35
Shipping Packer	11.39
Shipping/Receiving Clerk	11.39
Stock Clerk (Shelf Stocker; Store Worker II)	13.38
Store Worker I	10 96
Tools and Parts AP.endant	14.59

Warehouse Specialist	14.59
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**Mechanics and Maintenance and Repair Occupations**

Aircraf Mechanic	18.31	
Aircraf Mechanic Helper	14.99	
Aircraf Quality Control Inspector	19.65	
Aircraf Servicer	16.31	
Aircraf Worker	16.98	
Appliance Mechanic	17.65	
Bicycle Repairer	15.11	
Cable Splicer	18.31	
<b>Carpenter, Maintenance</b>	<b>17.65</b>	
<b>Carpet Layer</b>	<b>16.98</b>	
Electrician, Maintenance	18.91	
Electronics Technician, Maintenance I	16.59	
Electronics Technician, Maintenance II	21.59	
Electronics Technician, Maintenance lil	22.31	
FabricWorker	16.31	
Fire Alarm System Mechanic	18.31	
Fire Extinguisher Repairer	15.64	
Fuel Distribution System Mechanic	18.31	
General Maintenance Worker	16.98	
Heating, Refrigeration and Air Conditioning Mechanic		18.31
Heavy EqUipment Mechanic	18.31	
Heavy Equipment Operator	18.31	
InstrUment Mechanic	18.31	
Laborer	12 97	
Locksmith	17.65	
Machinery Maintenance Mechanic	18.31	
Machinist, Maintenance	18.94	
Maintenance Trades Helper	14.99	
Millwright	18.31	
Office Appliance Repairer	17.65	
Painter, Aircraf	17.65	
Painter, Maintenance	17.65	
Pipeftter, Maintenance	20.01	
PlUmber, Maintenance	17 65	
PneUdraUbc Systems Mechanic	18 31	
Rigger	18.31	
Scale Mechanic	16.98	
Sheet-MetalWorker, Maintenance	18.31	
Small Engine Mechanic	16.98	
TelecommUnication Mechanic I	18.31	
Telecommunication Mechanic II	19.36	
Telephone Lineman	18.31	
Welder, Combination, Maintenance	18.31	
Well Driller	18.31	
Woodcraft Worker	- - - -	18.31
Woodworker		15.64

**Miscellaneous Occupations**

Animal Caretaker	10 12
Carnival Equipment Operator	10.53
Carnival Equipment Repairer	10.98
Carnival Worker	9 24
Cashier	9.69
Desk Clerk	11.83
Embalmer	22 08
Lifeguard	10.54
Mortician	22.08
Park Attendant (.Aide)	13.24
Photo finishing Worker (Photo Lab Tech., Darkroom Tech)	11.90
Recreation Specialist	16.83
Recycling Worker	10.53
Sales Clerk	10 54
School Crossing Guard (Crosswalk Attendant)	9.24
Sport Official	10.54
Survey Party Chief (Chief of Party)	13.70
Surveying Aide	11.34
Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	7 40
Swimming Pool Operator	11.97
Vending Machine Attendant	10.53
Vending Machine Repairer	11.97
Vending Machine Repairer Helper	10.53

**Personal Needs Occupations**

Child Care Attendant	11.83
Child Care Center Clerk	148.777
Chore Aid	
Homemaker	14.45

**Plant and System Operation Occupations**

Boiler Tender	18.31
Sewage Plant Operator	16.98
Stationary Engineer	18.31
Ventilation Equipment Tender	14.99
Water Treatment Plant Operator	17.65
<b>Protective Service Occupations</b>	
Alarm Monitor	12.95
Corrections Officer	<b>16.90</b>
Court Security Officer	17.63
Detention Officer	16.90
Firefighter	17.15
Guard I	8.01
Guard I I	12.95
Police Officer	19.16

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**Stevedoring/Longshoremen Occupations**

Blocker and Bracer	16 42
Hatch Tender	16 42
Line Handler	16.42
Stevedore I	15 68
Stevedore II	17.04

**Technical Occupations**

Air Traffic Control Specialist, Center (2)	26.74
Air Traffic Control Specialist, Station (2)	18.44
Air Traffic Control Specialist, Terminal (2)	20.31
Archeological Technician I	17 14
Archeological Technician II	19.19
Archeological Technician III	23.77
Cartographic Technician	23.77
Civil Engineering Technician	23 77
Computer Based Training (CBT) Specialist/ Instructor	22 02
Drafter I	12.71
Drafter II	15.12
Drafter III	16.95
Drafter IV	23.77
Engineering Technician I	12.16
Engineering Technician II	13.65
Engineering Technician III	17.79
Engineering Technician IV	21.66
Engineering Technician V	26.36
Engineering Technician VI	29.30
Environmental Technician	19.44
Flight Simulator/Instructor (Pilot)	26.34
Graphic Artist	22.02
Instructor	22.85
Laboratory Technician	16.70
Mathematical Technician	21.66
Paralegal/Legal Assistant I	14.96
Paralegal/Legal Assistant II	17.05
Paralegal/Legal Assistant III	18.64
Paralegal/Legal Assistant IV	20.41
Photo optics Technician	21.66
Technical Writer	26.20
Unexploded (UXO) Safety Escort	17.00
Unexploded (UXO) Sweep Personnel	17.00
Unexploded Ordnance (UXO) Technician I	17 00
Unexploded Ordnance (UXO) Technician II	20.56
Unexploded Ordnance (UXO) Technician III	24.65
Weather Observer, Combined Upper Air and Surface Programs (3)	16.70
Weather Observer, Senior (3)	18 57
Weather Observer, Upper Air	16 70

**Transportation/ Mobile Equipment Operation Occupations**

Bus Driver	17.42
Parking and Lot Attendant	9.58
Shuttle BUS Driver	11.39
Taxi Driver	10.92
Truckdriver, Heavy Truck	18.10
Truckdriver, Light Truck	11.64
Truckdriver, Medium Truck	17.42
Truckdriver, Tractor-Trailer	18.10

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$1.92 an hour or \$76.80 a week or \$332.80 a month.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor 3 weeks after 8 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1 ) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M and 6:00 A.M at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employee (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard including working with or in close proximity to explosives and incendiary materials involved in research, testing, manufacturing, inspection, renovation, maintenance, and disposal. Such as: Screening, blending, drying, mixing, and pressing of sensitive explosives pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive explosives and incendiary materials. All operations involving regarding and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard. Including working with or in close proximity to explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation and, possibly adjacent employees, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used.

All operations involving, unloading, storage, and hauling of explosive and incendiary ordnance material other

than small arms ammunition. (Distribution of raw nitroglycerine is covered under high degree hazard.)

\*'UNIFORM ALLOWANCE \*\*

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract by the employer by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost) reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day) However, in those instances where the uniforms furnished are made of "wash and wear materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for Uniform maintenance costs.

\*'NOTES APPLYING TO THIS WAGE DETERMINATION ''

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202783-3238 or by writing to the Superintendent of Documents U S. Government Printing Office, Washington, D C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE  
(Standard Form 1444 (SF 1444))

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e. the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i e, appropriate level of skill

comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees to the Wage and Hour Division Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of regulations 29 CFR Part 4).

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4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be Used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination Conformance may not be Used to artificially split, combine, or subdivide classifications listed in the wage determination.